



Members of the Finance and Staffing Committee of Loughton and Great Holm Parish Council: You are hereby **summoned to attend** a meeting to be held **at 7.30pm on Monday 14 September 2020.**

Location: the meeting will be held remotely, via zoom technology

Please contact the Clerk to receive an invitation to join the meeting on:

parish.clerk@loughtonandgreatholm-pc.gov.uk

Philip Compton, Clerk to the Parish Council

Agenda

FSC10/20 Apologies:

To receive and accept apologies from members unable to attend the meeting

FS11/20 Declarations of interest: Councillors to declare any personal or pecuniary interest they may have in respect of any items on the agenda.

FSC12/20 Minutes of previous meeting held on Monday 8 June 2020:

To approve as an accurate record minutes of the meeting (see documents)

Finance Issues

FSC13/20 Allotments: Councillors to consider allotment rent for 2020-2021 (see report attached).

FSC14/20 Pavilion: Councillors to note Pavilion works as provided by electricians and to ratify electronic agreement to conduct electrical compliancy work, of £300 and c.£3,300 (see papers)

FSC15/20 Finance Reports: To consider and approve the income and expenditure report and budget versus actual report for the year to date, as compiled by the RFO (see both papers attached).

FSC16/20 Covid impact on budget: Councillors to note loss of income from premises over the year, linked additional unbudgeted receipt of support grant (£10,000), and to approve increased cleaning cost associated with Community Centre, as recommended by the Premises Committee, (see report).

SFC17/20 MKPA bill: to consider for approval the VAT element of MKPA bill (£1,306.80)

Staffing Matters

FSC18/20 Exclusion of the public - in view of the confidential nature of the business about to be transacted, public to be temporarily excluded, at request of the Chair of the Committee.

FSC19/20 Staff updates: Verbal report provided by Clerk/RFO

- a) Premises assistant
- b) Cleaner/caretaker
- c) Parish Clerk/RFO

FSC20/20 Agenda items for next meeting: Councillors to inform the Clerk in writing and within the required timeframe of any items requested to be placed on the agenda.

Date and time of Next Meeting: Monday 23 November 2020, at 7:30pm